OVERHEAD PERFORMANCE RATING
DISPATCHER

Instructions: The immediate job supervisor will prepare this form for each subordinate overhead. It will be delivered to the coordinator before the rater leaves the assignment. Rating will be reviewed with the employee who will sign at the bottom.

1. Name:	2. Fire Name & Number(s):

3. Home Unit & Address:	4. Incident Location:

5. Position Filled:	7. Complexity		8. Level of Activity		
	Single	Multiple	Light	Moderate	Heavy
6. Dates of Assignment: –					

9. Evaluation

Enter an "X" under appropriate rating number and under proper heading for each category listed. Definition for each rating number is as follows:

0 – Deficient. Does not meet minimum requirements of the individual element. Deficiencies must be identified in remarks and on supplemental pages as needed.

1 – Needs to Improve. Meets some or most of the requirements of the individual element.

2 – Satisfactory. Employee meets all requirements of the individual element.

3 – Superior. Employee consistently exceeds the performance requirements.

Rating Factors	Dispatch Recorder				Support Dispatcher				Supervisory Dispatcher				Other (Specify):			
	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3
Knowledge of the Job																
Following Procedures																
Completes Work in a Timely Manner																
Work Done Properly																
Attitude																
Initiative																
Communications																
Ability to be a Team Player																
Adaptability																
Other (specify)																

10. Remarks:

11. Dispatcher (Signature) This rating has been discussed with me:			12. Date:
13. Rated By (Signature):	14. Home Unit:	15. Position:	16. Date:

STANDARD FORM 371 (12/79)